

SFA Financial Management System (FMS) Project
Contract Status Report (Monthly)
January 1, 2000 – January 31, 2000

I. Progress against Planned Tasks (1/1/00 – 1/31/00)

Planned Tasks	Results
◆ Conduct FMS IPT Kickoff Meeting.	◆ Conducted FMS IPT Kickoff Meeting (January 4, 2000); conducted follow-on IPT meeting as well.
◆ Initiate coordination with other initiatives (e.g., scope, inter-dependencies)	◆ Participated in cross-IPT discussion on CDS functionality and its place in the Direct Loan architecture ◆ Met with FFEL representatives to discuss current status of Forms2000 development. ◆ Met with technical architecture team to discuss roles, responsibilities and coordination.
◆ Define SFA Accounting Code Classification Structure (ACCS).	◆ Discussed current ED CFO ACCS structure ◆ Identified possible 11-segment SFA ACCS structure to discuss within Core Team.
◆ Initiate Data Requirement discussions.	◆ Organized approach to contact SFA personnel to solicit information on current interfaces, systems configuration, etc. ◆ Obtained documentation on current interfaces, systems configuration from SFA personnel. ◆ Developed Level-of-Data-Detail diagram. ◆ Initiated diagrams of Application/Data Architecture.
◆ Finalize agenda/approach/schedule for functional design requirement sessions.	◆ Outlined full scope of design meetings needed; drafted purpose/topics/audience of each meeting. ◆ Conducted initial To-Be (Business Process) Design meeting (Outlays to Schools). ◆ Verified subset of requirements in Outlays to School Business Process with cross-program representatives. ◆ Identified possible areas in which to refocus project approach to address team concerns. ◆ Postponed future design meetings until revised approach could be developed.
◆ Finalize approach/major tasks for the Implementation Planning subtask.	◆ Met with CIO team members to discuss Development Environment components required for FMS pilot implementation. ◆ Review AC Oracle estimating model and determined estimating factors which will be required.
◆ Conduct walkthroughs of pilot implementation options	◆ Developed first draft of pilot implementation options for LEAPP, Payroll, Purchasing, Accounts Payable, Asset Management, and Travel ◆ Included technical architecture requirements in pilot implementation options.
◆ Train Core Team on Oracle application and capabilities.	◆ Participated in training session (1/10 – 1/14).

SFA Financial Management System (FMS) Project
Contract Status Report (Monthly)
January 1, 2000 – January 31, 2000

Planned Tasks	Results
	<ul style="list-style-type: none"> Obtained better understanding of functions and capabilities of Oracle application.
<ul style="list-style-type: none"> Develop FY2000 Business Case document for the FMS project. 	<ul style="list-style-type: none"> Developed draft FY2000 Business Case for submission to Executive Sponsor.
<ul style="list-style-type: none"> Review final detailed Project Plan with client management, IPT team members and Executive Sponsor. 	<ul style="list-style-type: none"> Assessed current project status and percent completed to date with Core Team. Discussed updates to project plan task list (with estimated start and end dates) to ensure that final deliverable dates will be met. Updated project plan to incorporate current list of remaining tasks/timeframes.

II. Activities Planned for Next Period (2/1/00 – 2/29/00)

Planned Activities
<ul style="list-style-type: none"> Finalize project plan (tasks/timeframes) with Team Lead and Executive Sponsor. Complete Information Assessment to determine any remaining requirement areas. Continue to finalize data requirements (interface design, level-of-detail mapping, review as-is documentation, identify any missing information, hold discussions with contractor staff, etc.). Finalize segments of SFA ACCS, communicate to ED CFO. Identify business scenarios to show during Solution Demonstration; conduct Solution Demonstration. Define FMS Phasing Approach Determine SFA FMS standards (such as development tools, testing tools, security, training, etc.) Implement technical environment (such as Oracle Application requirements, supporting architecture requirements, telecommunications requirements) Finalize FMS Implementation Plan Finalize team organization with Core Team. Formalize communication/coordination with other IPT teams with Common Origination, Direct Loan Servicing Re-engineering, Organizational Transformation, Technical Architecture, etc. IPTs. Complete FMS Conceptual Design Deliverable (due date: February 28, 2000).

III. Issues Needing Management Attention (as of 1/31/00)

The following section is intended to inform management and team members about project risk areas and their potential consequences. Risks are evaluated in terms of their potential impact on meeting the target completion date (**schedule**), increasing project costs (**cost**), and/or decreasing quality of deliverables (**quality**).

RISK	SYMPTOMS	RESPONSES	Severity of Impact	Probability of Occurrence	Ability to Control	DATE Reduced by 50%	DATE Complete	Resp
1. Project schedule dates will be missed for Conceptual Design phase	<ul style="list-style-type: none"> Contract not approved/signed between Andersen Consulting and Oracle as of 1/31/00 	<ul style="list-style-type: none"> 	High	High	Med			Contract team

SFA Financial Management System (FMS) Project
Contract Status Report (Monthly)
January 1, 2000 – January 31, 2000

V. Progress against Schedule

Please see the attached Microsoft Project Workplan.

VI. Resource Status

Current Contractor Resources - FMS Team

NAME	ORG'N
Aldridge, Cynthia	AC
Dowling, Scott	AC
Razesh, Dave	AC
Irani, Nahid	AC
Beck, Tom	Oracle
McCann, Brian	Oracle
Jordan, Sherri	Oracle
Toffey, Anne	Oracle
Lohr, Pat	Oracle
Devereaux, James	Oracle